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**Job Announcement Number:**  
 LV-R9-MP-2015-0038

**Control Number:** 414501700

[< Back to Results](#)
[Overview](#) [Duties](#) [Qualifications & Evaluations](#) [Benefits & Other Info](#) [How to Apply](#)

**Job Title:** Environmental Protection Specialist, GS-0028-09

**Agency:** Environmental Protection Agency

**Job Announcement Number:** LV-R9-MP-2015-0038
**SALARY RANGE:**

\$57,302.00 to \$74,489.00 / Per Year

**OPEN PERIOD:**

Monday, August 31, 2015 to Monday, September 14, 2015

**SERIES & GRADE:**

GS-0028-09

**POSITION INFORMATION:**

Full-time - Permanent

**PROMOTION POTENTIAL:**

12

**DUTY LOCATIONS:**MANY vacancies - San Francisco, CA [View Map](#)**WHO MAY APPLY:**

-Current federal employees with competitive status; reinstatement eligibles; and candidates applying under the EPA Career Transition Assistance Program or the Interagency Career Transition Assistance Program.

-Veterans who are preference eligibles or who have been separated from the armed services under honorable conditions after 3-years or more of continuous active service.

-Applicants eligible for non-competitive appointment.

-Public Health Service Officers.

**SECURITY CLEARANCE:**

Not Applicable

**SUPERVISORY STATUS:**

No

**JOB SUMMARY:**
[About the Agency](#)

This position is located in Region 9 Land Division, Communities Branch, Tribal Section in San Francisco, CA.

For more information on this office, visit their website: <http://www2.epa.gov/aboutepa/epa-region-9-pacific-southwest>

One or more positions may be filled for this vacancy.

The pay at this grade will be set at the step 1.

**TRAVEL REQUIRED**

- Occasional Travel
- Occasional overnight travel 1-5 days per month.

**RELOCATION AUTHORIZED**

- No

**KEY REQUIREMENTS**

- If you are selected, a pre-employment background check is required.
- You must submit resume and required documents(See How to Apply)
- Position has portable work and selectee may be eligible to telework.
- You may be required to travel 1 to 5 days per month.

**DUTIES:**
[Back to top](#)

You will spend more than 50% of your work time on contracts, grants/cooperative agreements, and/or interagency agreements.

At the entry level of this position, you will: Assist in providing information regarding EPA programs to Native American communities.

Assist in implementing individual assignments to accomplish targeted objectives by developing alternative methods for managing and implementing the multi-media grant programs for tribes in specific areas.

Monitor developments and implementation of environmental programs on Tribal lands through on-site evaluations, conduct regular communications, and coordination with grantees.

Assist Tribes in identifying environmental needs.

When entering a Federal job at a grade level lower than the highest promotion potential level, you may be promoted to more complex duties and work more independently, as your career progresses.

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#### **QUALIFICATIONS REQUIRED:**

[Back to top](#)

You need a degree or combination of education and experience as described below to qualify for this position.

In addition to the educational requirements, we are looking for at least one year of specialized experience related to this position as described below:

To qualify for the GS-09 level, you need to have at least one year of full time experience at the GS-07 level defined as experience implementing grants; and experience working with Tribal, vulnerable, or underserved communities to implement government programs;  
- OR master's or equivalent graduate degree; or 2 full years of progressively higher level graduate education leading to such a degree in the academic discipline as described below.

Your answers to the on-line assessment will be used to evaluate your competencies in the following areas: Knowledge of EPA's programs as they pertain to programs on Tribal lands.

Knowledge of Tribal government structure and Tribal cultures.

Ability to communicate both orally and in writing.

Knowledge in developing areas and evolving regulatory status common to Tribal governments.

Ability to apply multi-media grant programs to Tribal interest and needs.

Knowledge of concepts, principles and practices of environmental protection programs regulations and laws.

Ability to adapt standard environmental practices to the unique circumstances found in Indian Country.

If you are selected, you will be required to complete a Confidential Financial Disclosure Form prior to your first day of employment and annually thereafter.

This position is designated as Moderate Risk and requires a background investigation. Unless an appropriate background investigation is already on record with the Office of Personnel Management, you must undergo a background investigation.

You must meet time in grade requirements no later than 30 calendar days after the closing date of this announcement.

#### **HOW YOU WILL BE EVALUATED:**

We will review your resume and required documents to ensure you meet the basic qualification requirements. Your resume must address the knowledge, skills, and abilities listed in the Qualifications Section. If you meet basic qualification requirements, your application will be further evaluated based on your answers to the on-line assessment. Your responses to the on-line assessment will be used to measure the degree to which your background matches the requirements for the position and an applicable score assigned.

We will compare your resume and supporting documentation to your responses on the assessment questionnaire. If you rate yourself higher than is supported by your application materials, your responses may be adjusted and/or you may be excluded from consideration for this job. We will evaluate your qualifications and eligibility and notify you if you meet minimum qualification requirements.

NOTE: We do not require a separate statement responding to the competencies, also referred to as Knowledge, Skills and Abilities (KSAs). However, your resume should clearly show possession of these competencies.

To preview questions please [click here](#).

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**BENEFITS:**[Back to top](#)

You can review our benefits at:

<https://jobs.mgsapps.monster.com/epa/vacancy/preview!benefits.hms?orgId=1&jnum=59464>

**OTHER INFORMATION:**

This position is in the bargaining unit.

Are you a Displaced Federal Employee? If so, please read the Required Documents and visit the EPA website for additional information: <http://www.epa.gov/careers/evapr.html>

EPA participates in e-Verify. E-Verify is an Internet based system operated by the Department of Homeland Security (DHS) in partnership with the Social Security Administration (SSA) that enables participating employers to electronically verify the employment eligibility of their newly hired employees. For additional information: <http://www.epa.gov/careers/evapr.html>

This information is used to determine your qualifications for employment. The use of this information is authorized under Title 5 USC, Sections 3302 and 3361.

If you are selected, travel, transportation, and relocation expenses will not be paid by EPA. Any travel, transportation, and relocation expenses associated with reporting to work in this position will be your responsibility.

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**HOW TO APPLY:**[Back to top](#)

You are strongly encouraged to read the entire announcement before you submit your application for this position.

To begin the application process, click the Apply On-line button to the right on this screen, follow the prompts to log-in/register, submit all required documents, and complete the assessment questionnaire. To be considered, you must submit a complete application package by 11:59 PM Eastern time on the closing date of this announcement.

All required supporting documents will be collected electronically via the USA Jobs document portfolio feature.

If you cannot apply on-line, you must contact the Human Resources Office listed to the right for assistance no later than three business days prior to the closing date of this announcement. You must provide complete application materials by the closing date of this announcement.

For detailed instructions to assist you in ensuring your application package is received, go to <http://www.epa.gov/careers/evapr.html>

**REQUIRED DOCUMENTS:**

Documents to be submitted on-line:


- Resume clearly stating your experience related to this position as described in the Duties Section and Qualifications Required Section. In describing your experience, you need to be clear and specific. We may not make assumptions regarding your experience.
- Responses to the on-line assessment questionnaire.
- College transcripts - if qualifying for this position based on education or a combination of experience and education, you are required to submit either unofficial transcripts or a list of courses that includes school(s) attended, school address, course title, grades earned, completion dates, degree award/conferred; department, and quarter or semester hours earned.
- Veterans' Preference Documents - DD-214 Member 4 copy, VA Letter, and SF-15, if applicable; active duty military submit statement of service from commanding officer documenting dates of active duty and any campaign medals/badges; include character of service.
- Displaced Federal employees under ICTAP/CTAP - copy of your most recent performance appraisal, proof of eligibility, and your most current SF-50 noting position, grade level, tenure, and duty station.
- Current and Former Federal Employees: You are required to submit a Notification of Personnel Action (SF-50) indicating your status eligibility. This SF-50 should include your Position Title, Pay Plan, Occupational Code, and Grade or Level. If you are a current temporary/term employee who previously held a status Federal position, you need to submit your SF-50 which shows your eligibility to be considered. If your eligibility for consideration cannot be determined, your application will be rated ineligible.
- Current EPA Employees: You are encouraged to submit a Notification of Personnel Action (SF-50). If you fail to provide an SF-50, we will access your Federal employment records in e-OPF to verify your eligibility to be considered. If your eligibility for consideration cannot be determined, your application will be rated ineligible.
- If you are applying for a noncompetitive appointment, you'll need to submit additional documents to prove your eligibility to apply to this vacancy announcement. If you want to learn more about

noncompetitive appointments, visit OPM's web site:  
<http://www.opm.gov/employ/students/fedhire.asp#authorities>

If you want to know more about submitting documentation to our office, visit EPA's web site:  
<http://www.epa.gov/careers/evapr.htm>

**AGENCY CONTACT INFO:**

Deborah Lafayette  
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Email: [TeamVegas@epa.gov](mailto:TeamVegas@epa.gov)

Agency Information:  
Environmental Protection Agency  
US Environmental Protection  
Agency  
Human Resources Management  
Division  
4220 S. Maryland Parkway, Building  
A, Suite 100  
Las Vegas, NV  
89119-7528  
US  
Fax: 702-798-2401 

**WHAT TO EXPECT NEXT:**

You can track the progress of your application package via your USAJobs account. You will receive an acknowledgement from USAJobs that your submission was successful, once we have received your on-line occupational questionnaire, resume and any supporting documentation. You will be notified of the status of your application via your USAJobs Account after we conduct a qualification review of your complete application package. You will be contacted if further evaluation or interviews are required. Any exaggeration of your experience, false statements, or attempt to conceal information may disqualify you for employment consideration. We may verify all information you provide in your resume and questionnaire responses, through reference and/or background check, and/or verification of your education. If you are selected, you will be contacted personally by the human resources office posting this announcement.

[Back to top](#)

[< Back to Results](#)

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